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ABSTRACT

This report deals with discrimination against women employed as librarians and library assistants at the University of California, Berkeley Library. The report demonstrates that (1) library professional, technical and clerical personnel--both women and men--work in "women's occupations," and, therefore, are underpaid when compared to those employed in "men's occupations" which require similar backgrounds of education and experience; (2) within their respective categories of Librarian and Library Assistant, women are concentrated at the lowest levels; and (3) the opportunities for women to advance in their library careers are apparently diminishing. Some of the broader factors which contribute to the inferior position of women in the labor force are analyzed, such as stereotyped attitudes about the "nature" of women, discriminatory hiring practices, limited educational opportunities and lack of adequate child-care facilities. Recommendations to correct these inequities include: immediate increase in salary for all women and men employed in the Library to parity with salaries of comparable male-typed occupations; corrective reclassification of women whose advancement has been retarded because of their sex; proposals for changes in hiring and recruitment policies, improvement of in-service training and career development, expansion of educational opportunities, provision of child-care facilities, and implementation of an affirmative action program. (Author/NH)

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A REPORT ON THE STATUS OF WOMEN EMPLOYED IN THE LIBRARY OF THE UNIVERSITY OF CALIFORNIA, BERKELEY, WITH RECOMMENDATIONS FOR AFFIRMATIVE ACTION

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Prepared by the Library Affirmative Action Program for Women Committee (AAPWC):

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December 1971

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ABSTRACT OF

A Report on the Status of Women Employed in the Library of the University of California, Berkeley, with Recommendations for Affirmative Action

By the Library Affirmative Action Program for Women Committee (AAPWC)

This report deals with discrimination against women employed as librarians and library assistants at the UC Berkeley Library. Paralleling nation-wide evidence of discrimination occurring in occupations whose numbers are predominantly women, the report demonstrates that (1) library professional, technical and clerical personnel— both women and men— work in "women's occupations," and, therefore, are underpaid when compared to those employed in "men's occupations" which require similar backgrounds of education and experience; (2) within their respective categories of Librarian and Library Assistant, women are concentrated at the lowest levels; and (3) the opportunities for women to advance in their library careers are apparently diminishing.

In addition, some of the broader factors which contribute to the inferior position of women in the labor force are analyzed, such as stereotyped attitudes about the "nature" of women, discriminatory hiring practices, limited educational opportunities and lack of adequate child-care facilities.

Recommendations to correct these inequities include, among others: immediate increase in salary for all women and men employed in the Library to parity with salaries of comparable male-typed occupations; corrective reclassification of women whose advancement has been retarded because of their sex; proposals for changes in hiring and recruitment policies, improvement of in-service training and career development, expansion of educational opportunities, provision of child-care facilities, and implementation of an affirmative action program.

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I. INTRODUCTION

A. The Committee: Its Purpose and Origin

The Library Affirmative Action Program for Women Committee (AAPWC) was established by the Acting University Librarian in late August 1971, with the charge of:

> "developing and proposing, to the University Librarian, a program to insure that women are given all possible opportunity, in the Library, to succeed within the levels of their competencies. To this end, the committee is expected to prepare a written affirmative action plan, detailing the goals of the Library with respect to achieving optimum employment and promotion opportunities for women, including a proposed timetable for accomplishment of this goal."[1]

In order to fulfill this charge, this report provides a description and an analysis of the inequities between the status of women and the status of men working in the Berkeley Campus General Library and recommends measures to correct those inequities.

The concern for the status of women in the Library did not appear suddenly in the minds of Library administrators. The formation of our committee is a direct result of the growing awareness on the part of working women throughout the country of their inferior job status. At Berkeley the issue commanded the serious attention of wide sections of the University community during several crucial events:

1. The publication of a report on the status of academic women on the Berkeley campus, prepared by the Academic Senate Subcommittee on the Status of Academic Women;[2]

2. The American Federation of State, County and Municipal Employees' (AFSCME) intervention on this campus in behalf of women dormitory workers, who were demanding "equal pay for equal work";

3. The filing of a complaint in May 1971 to the U.S. Department of Health, Education and Welfare in behalf of academic and non-academic women by the League of Academic Women (LAW) and the National Organization for Women (NOW). The complaint charged the University with violation of Executive Order No. 11246 prohibiting the allotment of government funds to institutions which discriminate on the basis of sex. Similar com-

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1. Exerpted from Acting University Librarian Eldred Smith's letter of appointment to each Committee member.

2. U.C. Berkeley. Academic Senate. Committee on Senate Policy. Subcommittee on the Status of Women. *Report.* Berkeley, May 19, 1970.

plaints have been filed against some 300 colleges and universities across the country.

In response to the HEW investigations, the Campus administration established an Affirmative Action Coordinators Committee composed of representatives from each campus unit. Last June, the former University Librarian appointed the Library Personnel Officer, a man, to represent the Library on this Committee. But it was not until 6 weeks later, when employee groups began insisting that they, too, should participate in this issue, that the Library Administration recognized the urgency of the problem. Only after the University Federation of Librarians (an AFT local representing librarians) and AFSCME (representing non-academic library employees) announced their intention to join LAW and NOW in a complaint to HEW on behalf of women library staff did the Library Administration call a meeting of employees. Out of that meeting AAPWC was formed. (For a description of the Committee, its composition, and some of the highlights of its activities, see Appendix A.)

B. The Report: Sources and Methodology

Using the following sources, we investigated the many aspects of library employment relevant to the differential status of men and women, applying standard statistical analysis of raw data where possible:

1. Statistical data regarding Library staff employed as of July 1, 1971, provided by the Library Personnel Office.
2. Personal testimonies gathered through interviews with, and questionnaires given to, a wide range of library employees.
3. Published studies on working women and women in librarianship (cited in the Bibliography section of this report).
4. Our own direct knowledge of conditions in the Library, gained in several cases, from many years of working within the Berkeley Campus Library system.
5. Affirmative Action programs and reports published in other departments on this campus and at other universities.
6. Consultation with knowledgeable persons outside the Library system.

Our personal biases should be acknowledged. For each of us, the commitment to equal opportunity for women and men was unequivocal. Such commitment was a condition for membership on the Committee. We reject the myths and stereotypes about the "natural" condition of women: that they are weak, dependent, decorative, illogical, intuitive, trivial, emotional; that they have no head for business, no aptitude for abstract or mechanical concepts; that they basically belong in the home where they find fulfillment as cook,

housekeeper, helpmate, and nursemaid; that they are not serious about careers but work only for "pin money." That there are women who may be described by any or, alas, by all of these characteristics only demonstrates to us the power of prolonged discrimination and proves that such discrimination does indeed create deformities. Only within the context of true equal opportunity can we begin to talk about the "natural" state of women and men.

C. A Rebuttal to the Arguments Most Frequently Heard

In dealing with this subject, it is important to try to understand some of the underlying, subtler discriminatory mechanisms at work which, by their very nature, are not easily quantifiable.

1. *"The victim is guilty."* One of the most pervasive attitudes we confronted is that the inequity which exists stems from the attitudes of women themselves and/or their lack of preparation for jobs with expanding responsibility; hence, their low status is not a function of an administrative bias, unconscious or otherwise. Other victims of discrimination confront the same argument. For example, the failure of Blacks, Mexican-Americans, American Indians, and Jews to apply for or prepare for skilled jobs or corporation executive positions is cited as evidence for the absence of discrimination. In other words: the victim is guilty. In fact, the grain of truth in this argument is due, in large part, to their very real perception that such jobs are unavailable to them.

For women in academic and large public libraries, the door to administrative and other high-level positions has been closed, whereas it is clearly open to men. This fact is openly and unashamedly expressed in literature. For example, an April 1964 *Esquire* article entitled "Young Man, Be a Librarian" claims, "most of the top jobs in the profession want male librarians to fill them as the running of library systems in most large urban areas of the nation is truly big business."[3] Perry D. Morrison, of the University of Oregon School of Librarianship, writes, "Academic librarians are well aware that opportunities for rising in the profession are greater for men than for women."[4]

This reality is given official sanction in the U.S. Department of Labor's *Occupational Outlook for College Graduates, 1970-71*, a manual designed to help "college men and women in planning for their future":

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3. Cited by Helen Lowenthal in her article "A Healthy Anger," *Library Journal*, September 1, 1971.

4. Morrison, Perry D. "The Career of the Academic Librarian," *ACRL Monograph*, No. 29. Chicago: American Library Association, 1969, p. 48.

> About 85% of all librarians are women. Men are more frequently employed than women in executive and administrative positions in large library systems and in special libraries concerned with science and technology.[5]

Substitute the words "Blacks" and "whites" for "women" and "men," and even those who are conditioned to sexism will recognize the discrimination which is implicit in this passage. The moral for would-be librarians and for their counselors is clear: if men choose this "women's work," they can look forward to a relatively rapid rise in responsibility and earnings merely because of their sex, while women, if they are to be realistic, cannot expect to rise above a certain level. In short, then, men are told, quite accurately, that they can expect to rise to the top and assume the higher-paying administrative functions over the majority of their female co-librarians who are disqualified by virtue of their sex. This advice has the effect of a self-fulfilling prophecy, institutionally sanctioned and openly encouraged.

One might just as convincingly argue that if women do not prepare or apply for jobs with increasing responsibility (*i.e.*, do not beat their heads against stone walls), it is a sign of superior intelligence, *not* lack of initiative. However, this situation must not be allowed to continue. The doors must be opened immediately. Those who have been treated as less than equal must be recompensed. Therefore, we recommend that women who clearly have been held back when compared to men with comparable length of service be upgraded immediately, regardless of their present job responsibilities. (See Recommendations, Section II: Salaries, Classification and Promotion.) Precedence for this corrective measure was set at the University of Wisconsin, which in November 1971, "granted raises totalling one-half million dollars to more than 600 women in the University and is considering making those raises retroactive."[6]

However, women do, in fact, apply for and attempt to prepare for higher-level jobs. Yet, as this report demonstrates, women with backgrounds similar to men's lag significantly behind men in their career patterns. Personal interviews revealed one of the subtle ways this happens. On being considered for a position or a promotion, a man is evaluated for his potential; a woman, for her problems. For example, a male applicant who may have supervised 3 or 4 people is judged in terms of his probable success at managing a staff of 30. He will be hired on the basis: "Not much experience, but his ideas are innovative, exciting,

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5. Page 218.
6. *New York Times*, November 21, 1971, p. 45.

terrific." But a woman applicant with the same background will be informed: "Sorry, your experience is insufficient; you've supervised only 3 people."

2. "*Women are immobile.*" Another attitude widely-held, especially among top-level personnel who are in positions to hire new staff is that women limit their own job opportunities by restricting themselves to one geographical area: their ties to husbands and families render them immobile. That a large number of women are, to their detriment, immobile, can be traced directly to discriminatory practices, such as differences in earning potential which tip the economic scale in favor of the husband's place of employment over that of his wife, or the lack of adequate, low-cost child-care facilities throughout the country which make it undesirable or too expensive (given her low salary) to work. Thus we recommend higher pay for women and adequate child-care facilities.

However, men who are immobile are regarded differently; they are offered jobs with no stigma attached if they do not accept. In one case at UCB, the man selected was unable to begin his high-level job for nearly a year. No one said, "How just like a man!" Instead, the job was held open for him until he could fill it. How many women would become available if given a year to rearrange their lives?

More important, because women are viewed as immobile, they are not even offered the jobs. For example, one woman (not from this library) was told by her head Librarian that he had received inquiries about her availability at other academic libraries. He "saved" them the trouble of inquiring further by explaining that since she was married with children, she would be unable to accept. This practice has at least two important consequences: first, it makes the prophecy self-fulfilling (women are immobile, therefore don't bother offering them the jobs; consequently, they never move); second, it serves to keep women's wages depressed. One of the ways men's salaries go up is by making known the fact that they are in demand. A man will approach his boss and say, "I've been offered $2,000 a year more at another place; what can you do for me here?"

Interestingly enough, however, 45 percent of the women librarians in academic libraries are single; thus, they are not tied to husbands and families.[7] Presumably, then, if offered jobs, or if they sought jobs because they felt a realistic chance of being considered (*i.e.*, if opportunities were equal), these women would be as mobile and available as their male colleagues.

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7. Schiller, A. "Characteristics of professional personnel in college and university libraries." Illinois State Library. Research Report Series No. 16. Springfield, Illinois, February 1969, p. 25. Schiller also reports that another 7.9% of women librarians are separated or divorced and 6.4% are widowed.

Finally, while the advantages of bringing "new blood" into the library system are clear, there is no valid reason why this need be done to the near exclusion of promoting from within, as has been the practice in this library over the last two to three years. In fact, both the Library and its staff would benefit greatly from tapping the personnel resources at hand.

3. *"Women make unstable workers."* One other attitude must be confronted: women are not stable in or serious about careers. This view is particularly applied to (and even by) those who fill non-Librarian positions: Library Assistants and secretarial staff. We find this assumption impossible to justify when, as this report shows, the length of time women remain employed in these positions is frequently 10, 20, 25 years. Yet they are dead-ended at low-level positions such as LA-I or LA-II. To argue that women want to spend 20 years at demanding, often tedious, work for "pin-money" is a poor rationalization for the perpetuation of low wages. It is a well-established fact that women are permanent members of the labor force.

D. Affirmative Action: What Next?

While this report was written for the University Librarian, it is directed to all Library employees.

The fact that this report exists is by no means any guarantee that it will be implemented. Many fine documents have been written only to be filed away and forgotten. This one is but a first step. The rest is up to the Administration and staff. Only the support and pressure of all employees acting in their own behalf can make equal opportunity a reality.

Employees should convey their views about the need to implement these recommendations for affirmative action to the Library Administration. This Committee would appreciate receiving comments, criticisms, and corrections from any and all staff. Please contact any of the Committee members, or write to its chairwoman, Anne Lipow, Library Systems Office, 416 Main Library.

E. Credits

We take full responsibility for the content of this report. The breadth and depth of the report, however, could not have been accomplished without the support and assistance of the following individuals and groups, to whom we would like to express our sincere thanks:

—William E. Wenz, Patricia Bobino, and Josephine Vela of the Library Personnel Office for their prompt and patient support in supplying us with employee biographical data and University policies.

—Members of AFSCME Local 1695 and AFT Local 1795, to whom we are indebted for having brought the need for employee participation to the attention of the Library Administration and staff. Also, many thanks to individual members of the two organizations for their assistance in gathering information, especially Lynn Rosen, R. Philip Hoehn and Charles Shain. Special appreciation is extended to Stephen Silberstein, whose assistance in organizing the statistical data was invaluable.

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—Acting University Librarian Eldred Smith for his cooperation in establishing the Committee and providing for time and facilities to carry out its work.

—Annemarie Timofei for her expert and beautiful typing of the manuscript.

II. SALARIES, CLASSIFICATION AND PROMOTION

Library occupations, both professional and technical, are predominantly filled by women. The pattern of discrimination against women in the Library at UCB is not an isolated case. On the contrary, it must be understood in the context of the larger pattern of discrimination against women in the labor force.

A. Women in the Labor Force

It is a well-established and, in recent years, widely-acknowledged fact that as a result of the unequal treatment in employment, women in the American labor force earn substantially less than men.

TABLE 1*

Median Earnings of Full-time Year-round workers, by Sex and Occupational Group, 1968

Major occupation group	Median wage or salary income		*Women's median wage or salary income as percent of men's*
	Women	*Men*	
Professional and technical workers	$6,691	$10,151	65.9
Nonfarm managers, officials, and proprietors	5,635	10,340	54.5
Clerical workers	4,789	7,351	65.1
Sales workers	3,461	8,549	40.5
Operatives	3,991	6,738	59.2
Service workers (except private household)	3,332	6,058	55.0

Source: U.S. Department of Commerce, Bureau of the Census: *Current Population Reports*, P-60, No. 66.

* From: Kreps, J. *Sex in the Marketplace: American Women at Work.* Baltimore: Johns Hopkins Press, 1971, p. 2.

In 1968, full-time year-round male workers had median earnings of $7,664, in contrast to the $4,457 median earnings of full-time, year-round women workers.[7a] In other words, a woman earned *only 58% of the median man's salary*. This discrepancy occurs in each of the broad occupational categories used by the U.S. Bureau of the Census. In the category which concerns us most directly, "professional and technical workers," the median wage of men in 1968 was $10,151, while that of women in the

7a. Kreps, J. *Sex in the Marketplace: American Women at Work.* Baltimore: Johns Hopkins Press, 1971, p. 2.

same category was $6,691, or *65.9% of the men's*. That neither differences in experience nor in education account for the observed differential is demonstrated by the systematically lower wages paid women college graduates entering their first jobs following completion of their education (see Table 2).

TABLE 2*

Expected Salaries for June 1970 College Graduates, by Sex and Selected Field

	Average monthly salary	
Field	*Women*	*Men*
Accounting	$746	$832
Chemistry	765	806
Economics, finance	700	718
Engineering	844	872
Liberal arts	631	688
Mathematics, statistics	746	773

Source: Frank S. Endicott, "Trends in Employment of College and University Graduates in Business and Industry." U.S. Department of Labor, Women's Bureau, February 1970.

* From: Kreps, *Sex in the Marketplace: American Women at Work.* Baltimore: Johns Hopkins Press, p. 3.

These differences reflect discrimination against women in the labor force. Women are prevented from entering male-dominated occupations which pay higher wages. Within given occupations they receive substantially less than male employees performing the same work. They are not permitted to enter the higher paying classifications (supervisory, administrative) in proportion to their numbers. Whether as cause or result, occupations and positions become sex-typed. This "balkanization" of the labor market results in the funneling of large numbers of women into particular occupations and/or into the lower positions within occupations and leads to the designation, often explicitly, of certain jobs as "women's work."

Thus, a plentiful supply of cheap female labor is assured as a result of this division of the labor market into male and female jobs. Those occupations which are predominantly female pay substantially less for both men and women in them than the male sex-typed occupations which require the same or less formal training or experience for entry. Indeed, "many of the occupational groups in which women are heavily concentrated pay low wages while requiring *higher-than-average* educational achievement."[8] As Table 3

8. Kreps, J. *Sex in the Marketplace: American Women at Work.* Baltimore: Johns Hopkins Press, 1971, p. 40.

shows, for various occupational groups (including librarians) in which women make up more than half the work force,

> "the median number of years of school completed by males and females in these occupations is higher than the median for the total labor force; yet the median income (for males or females) in these female-dominated occupations does not compare favorably with the median for all male workers . . . higher levels of education do not pay off for either men or women in these 'female' occupations, which employ 71 percent of all women in professional and technical work, 98 percent of all women in clerical jobs, and 42 percent of all female workers."[9]

TABLE 3*

Relative Income and Educational Standing of Selected Occupations, 1960[a]

Occupation	*Ratio of median number of school years completed in occupation to median for total male labor force*[b]		*Ratio of median income in occupation to median for total male labor force*[c]	
	Male	*Female*	*Male*	*Female*
Total	1.00	1.09	1.00	0.59
Professional Workers				
Dancers and dancing teachers	1.12	1.12	0.83	0.61
Dietitians and nutritionists	1.14	1.19	0.76	0.68
Librarians	1.50	1.46	1.01	0.77
Musicians and music teachers	1.34	1.33	1.03	0.29
Nurses	1.17	1.19	0.84	0.71
Recreation and group workers	1.36	1.32	1.00	0.78
Social and welfare workers	1.49	1.48	1.04	0.87
Religious workers	1.47	1.21	0.77	0.49
Elementary teachers	1.53	1.48	1.03	0.85
Teachers, n.e.c.	1.48	1.45	1.10	0.74
Therapists and healers	1.48	1.45	0.97	0.83
Clerical Workers				
Library attendants & assistants	1.23	1.18	0.55	0.54
Physicians' and dentists' office attendants	1.12	1.12	0.68	0.53
Bank tellers	1.14	1.12	0.84	0.63
Bookkeepers	1.14	1.12	0.89	0.64
File clerks	1.12	1.10	0.75	0.59
Office-machine operators	1.13	1.12	0.96	0.68
Payroll & timekeeping clerks	1.13	1.12	1.00	0.73
Receptionists	1.13	1.13	0.77	0.57
Secretaries	1.15	1.14	1.05	0.71
Stenographers	1.14	1.14	1.02	0.70
Typists	1.13	1.13	0.80	0.64
Telephone operators	1.11	1.10	1.07	0.67
Cashiers	1.08	1.08	0.78	0.53
Clerical workers, n.e.c.	1.12	1.12	0.99	0.66
Sales Workers				
Demonstators	1.08	1.09	—[d]	0.50
Hucksters and peddlars	0.92	1.09	0.82	0.16

Source: Valerie K. Oppenheimer, *The Female Labor Force*, pp. 100-101.

[a] Includes occupations in which at least 51 percent of the workers were female and where the median school years completed was greater than 11.1—the median for the total male experienced civilian labor force.

[b] Experienced civilian labor force.

[c] Wage and salary workers in the experienced civilian labor force who worked 50-52 weeks in 1959.

[d] Base not large enough to compute a median.

* At the writing of this report, only the 1960 U.S. Census was available. Future analysis should be based on the 1970 Census when it becomes available.

This pattern of sex-typing of jobs and the resultant low wages paid to female employees is found at the University of California among all levels of female employees, including librarians and library assistants. (See Sections C, D, and E, below.)

B. Librarians—Nationwide

Eighty-five percent of all librarians in the United States are women. Both male and female librarians are penalized economically because of the discrimination against women in the labor force. Men in occupations whose educational background is no greater, and in many cases considerably less than, that of librarians, but which are predominantly male occupations, receive superior compensation to the equally or better educated men and women consigned to this "women's work."

Yet, although both men and women suffer the consequences of discrimination against women, women are victims of a double discrimination: first by being consigned to a women's profession and hence exploited as a source of cheap labor, and second, within the profession itself. Not only are the wages low in the field as a whole when compared to other occupations, but within the library profession women are concentrated at the lowest levels of pay and classifications.

According to a recent ALA survey of academic and non-academic librarians (April 1971), the average annual salary of male librarians was $14,471, as compared to $10,874 for female librarians. [See Appendix B.]

Schiller's thorough study of academic librarians demonstrates the same pattern in the over 2,000 colleges and universities surveyed.[10] As Table 4 shows, men occupy positions in the higher paying classifications disproportionate to their actual numbers either in the profession as a whole or in any given institution. Thirty-seven percent of the men earn $10,000 or more; only 12 percent of the women do as well.[11]

The restriction of women to the lower ranks of the library profession is demonstrated by the fact that in both academic and non-academic libraries, only 12 percent of the women as compared to 22 percent of the men hold head librarian positions. Not only are women

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9. *Ibid.*, pp. 40-42.

10. Schiller, A. "Academic Librarians' Salaries," *College and Research Libraries*, Vol. 30, No. 2, p. 101.

11. The figures in Table 4 also indicate how poorly paid *both* men and women academic librarians are in a field where fully 90 percent of those employed hold either a professional library degree, a graduate degree in another field, or both.

less likely to hold these top positions, but they are also paid far less when they do. The median salary for women chief librarians in 1966-67 was $8,300 compared to $11,710 for men. Indeed, men who are *not* head librarians tend to do as well or better economically than the women who are head librarians.[12]

TABLE 4*

Annual Salary (1966-67), By Sex**
Percent Distribution

Salary Interval	*Total*	*Men*	*Women*
Under $6000	7.3%	3.1%	9.7%
6000-6,499	9.6	6.0	11.7
6500-6,999	12.3	8.5	14.5
7000-7,499	13.5	10.2	15.4
7500-7,999	8.6	7.1	9.5
8000-8,499	8.9	8.0	9.5
8500-8,999	7.3	7.2	7.3
9000-9,499	6.6	6.7	6.6
9500-9,999	4.6	5.9	3.8
10,000-10,499	5.3	7.9	3.8
10,500-10,999	3.1	3.6	2.8
11,000-11,999	4.1	6.9	2.5
12,000-12,999	3.2	6.2	1.5
13,000-13,999	1.5	2.9	.7
14,000 and over	4.0	9.8	.7
Total	99.9%	100.0%	100.0%
Base	2181	802	1379
Median	$7,925	$8,990	$7,455
Mean	8,425	9,598	7,746

* From: Schiller, A. "The Widening Sex Gap," *Library Journal*, Vol. 94, No. 6 (March 15, 1969), p. 1099.

** Figures are based on both 9-10 month and 11-12 month salaries, but exclude respondents who work on a "contributed services" basis, and those who did not report salary.

Among academic librarians specifically, the gap between men and women has been widening over the last several decades. In 1930, of 74 college and university libraries,

12. Schiller, A. "The Widening Sex Gap," *Library Journal*, Vol. 94, No. 6 (March 15, 1969), p. 1099.

26 percent of the head librarians were women; in 1969, a survey of the same 74 libraries revealed that only 5 percent of these same positions were still filled by women.[13] This trend toward replacing women at the top with men has occurred at the UCB Library as well within the last few years.

C. Librarians—UC Berkeley

In 1962, University of California Librarians were reclassified to "academic" employees, ostensibly to upgrade them. In reality, the librarians (64% women in 1971) enjoy none of the advantages of salary, tenure of employment, sabbatical leave, research opportunities, flexible work schedules, or 9-month work-year extended to the faculty (98% male). In short, the academic reclassification of librarians thinly conceals the deeply-rooted discrimination against those in this "women's occupation." Not only are librarian salaries far below those for the predominantly male faculty, but, as a matter of record, the salaries of both men and women librarians are well below those for other academic, non-teaching classifications in the University which, however, are filled primarily by males. As Table 5 shows, the entering salary for librarians is lower than that for other classifications—most of which have lower educational requirements—and the maximum salary for librarians is also far lower in every case. One apparent exception is that of public education supervisors. Most of the individuals in this classification are male, but their salaries are comparable to those of the librarians. The reason, of course, is obvious when one realizes that public school teaching, like librarianship, is a woman's occupation, and therefore both men and women are paid low wages. (See Table 3 above.) This parallel demonstrates how strongly the University's pay scales reflect the inferior position of women in the professional labor market.

Further evidence of this policy is seen in the fact that salary scales are higher for employees in University catagories not classified as "academic" and for which less education and experience is required than for librarians—but which are mainly "men's work." Table 6 shows that, for example, a "personnel analyst" who requires only a BA and "some experience" enters at a substantially higher salary than a librarian. Assistant Business Managers, requiring at most an MBA, range from $8,112 to $17,600

13. *Ibid.*, p. 1098.

with an Assistant Business Manager II earning more than a Librarian III.

The actual salary gap between women and men is even greater when we take into account the limited promotional opportunities available to women within the Library classification.

TABLE 5

1971 Salary Comparison—UCB: Academic Classifications

	Entering Salary	Maximum
Librarian	$7,524	$16,728
Public Education, Demonstration Teacher	8,976 (BA) 9,900 (MA-Level III)	15,504*
Supervisor in Public Education (9-month year)	8,300	17,700
Agricultural Extension Agriculturalist**	8,600	25,400
Specialist	7,896	19,488
Specialist—Univ. Extension***	8,400	24,200
Coordinator of Public Programs	8,400	22,100

* Divided into six classes; beginning with Level III, MA required; successive levels require additional units; Level VI, Steps 13-15 (maximum) allowable only to persons with *doctorate*.
** Requires BA degree in some phase of agriculture; (UC Administration Manual, Section 56-10).
*** No minimal education requirements listed in UC Administration Manual, Section 57-10.

TABLE 6

1971 Salary Comparison of UCB Librarians and Non-Academic Staff

	Entering Salary	Maximum
Librarian*		
I	$7,524	$ 8,508
II	8,304	10,596
III	9,840	11,952
IV	11,388	13,824
V	13,176	16,728
Personnel Analyst**	10,356	12,576
Senior Personnel Analyst	12,576	15,276
Assistant Business Manager		
I	8,112	9,852
II	10,356	12,576
III	12,576	15,276
IV	14,556	17,600

* Requires BA and MLS.
** Requires BA.

D. The Position of Women Librarians at UCB

Thus far we have shown that both men and women librarians at UCB are the victims of the discrimination directed at occupations comprised mainly of women. Now we must consider the special disadvantages to which women in the UCB library are subjected.

1. *Women concentrated in lower classifications.* As is true nationally, men occupy positions in the higher classifications in a proportion higher than their numbers either within the UCB Library or the profession itself would merit. Table 7 shows that while 64% of the librarians at UCB are women, only 16% of the women hold positions of L-IV or higher, in comparison to the men, 48% of whom hold such positions. In addition, 14% of the men hold the very highest positions, above L-V, while none of the women do. Conversely, then, 84% of the women are concentrated in the lower categories, L-I to L-III, in contrast to 52% of the men.[14]

TABLE 7

Distribution of UCB Librarians by Sex in Classifications L-I through L-V and Above, July 1971

	Women		*Men*	
Classification	Percent	N	Percent	N
L-I	7%	(6)	.05%	(1)
L-II	37	(32)	27	(14)
L-III	40	(34)	24	(12)
L-IV	13	(11)	16	(8)
L-V	3	(3)	18	(9)
Over L-V	—	(0)	14	(7)
	100%	N=86	100%	N=51

2. *Decline in status of women librarians, UCB—1967-1971.* Not only are women concentrated in the lower classifications, but as may be seen from Tables 8 and 9, their situation has sharply deteriorated over the last four years, due to an influx of men into

14. It is interesting to note how closely our findings coincide with those reported at the University of Washington (*A Report on the Status of Women at the University of Washington*, ASUW Women's Commission, October 1970), thereby providing further evidence that the pattern found at UCB is part of a larger pattern of discrimination against women. Ninety-two percent of the women at the University of Washington are in categories I-III, as compared to 52 percent of the men, while only 3 percent of women are Librarian Vs, in contrast to 32 percent of the men. (See table, bottom of page 16.)

top positions, as represented by classification L-V and the various positions above L-V. In 1967 all of the L-V positions were filled by women. With the expansion of the absolute number of such L-Vs from 4 to 14 in 1971, *every new position was filled by a man*, reducing the percentage of women from 100 percent to 29 percent. (See Table 8.) In the case of classifications above L-V (head librarian, associate librarians, assistant, etc.) women dropped from 29 percent of the total to zero, in the span of four years. (See Table 9.)

TABLE 8

UCB L-V Classification, by Sex for 1967 and 1971

	1967		1971	
Women	100%	(4)	29%	(4)*
Men	—	(0)	71%	(10)*
	100%	N=4	100%	N=14

* The figures in Table 8 for L-V librarians differ from the previous table and subsequent tabulations as it includes two new librarians hired at L-V as of September 1971—one male and one female. It does not change the over-all proportions.

TABLE 9

UCB Classifications over L-V, by Sex for 1967 and 1971

	1967		1971	
Women	29%	(2)	—	(0)
Men	71%	(5)	100%	(7)
	100%	N=7	100%	N=7

Distribution of Women and Men in Library Positions *

	WOMEN		MEN	
	Employee Count	*Percent of Total*	*Employee Count*	*Percent of Total*
Librarian I	10	13	2	10
Librarian II	37	50	4	21
Librarian III	22	29	4	21
Librarian IV	4	05	3	16
Librarian V	2	03	6	32
		100		100

Source: Director of Libraries.

* From: *A Report on the Status of Women at the U. of Wash.*, ASUW Women's Commission, October 1970.

This retrogressive development is *prima facie* evidence of a policy of discrimination by the University Administration against qualified women librarians. It took place against a backdrop, it must be emphasized, of an absolute increase in the total number of such positions (from 11 in 1967, to 21 in 1971). Despite the doubling of these positions, the number of women declined from 6 to 4, and the number of men increased from 5 to 17.

3. *Entry into the system.* There are a number of reasons why men occupy a disproportionate number of the higher positions in the Library, all of which provide clear evidence of discrimination against women. First, as the figures in Table 10 show, men have a slight but significant advantage when they are first hired: of the currently employed male librarians, 14 percent began at levels L-IV or L-V, as compared to only 1 percent of the women. Second, at the other end of the scale, 99 percent of the women were first hired at the L-I or L-II levels, as compared to 88 percent of the men. Those hired at the L-I level are usually hired within one year of their graduation from library school.

TABLE 10

Rank at Date of Hire, by Sex, of UCB Librarians Employed as of July 1, 1971

	WOMEN		MEN	
	Percent	N	Percent	N
L-I	84.7	(72)	75	(33)
L-II	14	(12)	11.4	(5)
L-III	1.1	(1)	0	(0)
L-IV	1.1	(1)	2.3	(1)
L-V	0	(0)	11.4*	(5)*

* All hired during the last 3 years.

One might assume that the differential between the classifications at which men and women are first hired reflects superior experience on the part of men. Table 11 demonstrates that such is most definitely not the case. Taking the elapsed time between the award of the MLS degree and the date of first hire at UC as a measure of the amount of experience of both women and men, it is clear that women with equivalent experience are hired by the University Library at a lower classification than men. Thus, we find that among those first hired at the L-II level, men had an average of only 2.5 years of experience

as compared to 6.7 years for women. At the L-IV level, men had an average of 3 years experience as compared to women with an average of 6 years experience. In short, at both points a woman was required to have at least twice the amount of experience of a man to be hired at a comparable level.

TABLE 11

Years From MLS Degree (or Equivalent) to Entering Rank by Sex, of UCB Librarians Employed as of July 1, 1971

	WOMEN			MEN		
	Median	Mean	N	Median	Mean	N
L-I	1	2.6	(64)	0	1.36	(33)
L-II	6	6.7	(10)	2.5	2.5	(2)
L-III	2	2	(1)	—	—	(0)
L-IV	6	6	(1)	3	3	(1)
L-V	—	—	(0)	4	7	(5)
			76*			41**

* Ten women did not have the MLS or equivalent at hire.

** Three men did not have the MLS or equivalent at hire.

That experience counts less for women than men is reinforced by the evidence presented in Table 12, which shows the number of years from the MLS to the present rank of incumbent librarians. Once within the UCB system women with equivalent or more experience are promoted far less rapidly than men. Thus, after the MLS, women must spend many more years than men to reach classifications L-III and above: at the very top of the classifications, L-V, the amount of elapsed time for a woman averages 25 years, as compared to an average of only 12.9 years for men. Again, a woman is required to have twice as much experience as a man.[15]

15. One might object that these figures, based on the amount of time between receipt of the MLS degree and the current position reflect the special characteristics of women in the labor force—changes in jobs due to husbands' career fluctuations, years taken out for childrearing, etc.—rather than discrimination. If such were the case, it would not change our conclusions substantially since most of these factors must themselves be treated as the *results* of discrimination which in turn retard the ability of women to advance in their profession. For example, were it not for the fact that as a woman's profession, librarianship is underpaid, more women graduates would be able to choose to continue their careers during the childbearing years. At the same time, the simple material advantages which make the husband's career decisions paramount, would be greatly diminished. Moreover, the failure of employers such as the University (and/or the community at large) to provide paid maternity leave and childcare services is in part responsible for the unequal treatment accorded women in their pursuit of librarianship as a career.

TABLE 12

*Years From MLS Degree (or Equivalent) to Present Rank by Sex, of UCB Librarians Employed as of July 1, 1971**

	WOMEN			MEN		
	Median	Mean	N	Median	Mean	N
L-I	.5	.5	(6)	0	0	(1)
L-II	3	4.9	(29)	2	3.2	(13)
L-III	15	15.9	(33)	7	9.4	(12)
L-IV	20.5	18.3	(10)	11.5	13.4	(8)
L-V	28	25	(3)	18	12.9	(9)
			81**			43***

* Other degrees were not counted in this table.
** Five women have no MLS degree or equivalent.
*** One man has no MLS degree or equivalent.

In her study of academic librarians' salaries,[16] Schiller observes a similar pattern of discrimination. Measuring by the total number of years professional experience, as shown in Table 13, Schiller reports significantly lower salaries for women librarians through their careers: for those with professional experience of 20 years and over, for example, the median annual salary is $8,745, compared to $12,570 for men.

TABLE 13*

Nationwide Median Annual Salary by Number of Years Professional Experience, by Sex (Percent Distribution)

	TOTAL		MEN		WOMEN	
Number of Years Professional Experience	Percent	Median Salary	Percent	Median Salary	Percent	Median Salary
Under 5	33.0	$6,940	35.5	$ 7,330	31.6	$6,750
5-9	20.2	7,965	23.0	8,950	18.6	7,465
10-14	14.3	8.930	17.2	10,235	12.6	8,080
15-19	11.6	8,955	11.7	10,750	11.6	8,275
20 and over	20.8	9,205	12.6	12,570	25.6	8,745
Total	99.9	$7,920**	100.0	$ 8,975**	100.0	$7,455**
Base	2,155		795		1,360	

* From: Schiller, A. "Academic Librarians' Salaries," *College and Research Libraries*, Vol. 30, No. 2, (March 1969), p. 108, Table 8.
** Median for those reporting years of professional experience.

16. Schiller, A. "Academic Librarians' Salaries," *College and Research Libraries*, Vol. 30, No. 2, (March 1969), p. 108, Table 8.

Thus, the disparate pattern of women and men employed by the UC Library is due to overt discrimination rather than to the indirect consequences of the over-all status of women in the labor force. This conclusion becomes more evident when the record of promotions within the system is examined in terms of the date of first hire, rather than the date of the receipt of the MLS degree.

4. *Promotion within the system.* Table 14 confirms this point dramatically. Among the incumbents at every level of the UCB library classifications, the average number of years required for female librarians to reach their classification is substantially greater than that for men. For example, the average number of years for women to reach L-III is 11.8, as compared to 5.7 years for men; at the L-V level, women take a startling average of 22.6 years to reach a position which men require only 9 years to attain.[17]

These figures must be considered in conjunction with those in Table 15 which show the average number of years for promotion of women and men from one classification to another. At every level it takes women substantially more time to be promoted to the next classification. For example, on the average, a woman requires 8.1 years to move from L-II to L-III, in comparison to a man who requires only 5.2 years—i.e., 64 percent longer for a woman than her male counterpart.

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17. The University of Washington study also found that the average woman in the L-IV classification required about 23 years to reach her position, in contrast to the man's 16 years.

Yearly Average and Time in Service—Library Positions
*(Source: Director of Libraries)**

	WOMEN		MEN	
	Average	Years in Service	Average	Years in Service
Librarian I	$ 7,814	1	$ 7,812	½
Librarian II	8,429	3	8,835	4
Librarian III	10,068	15	10,665	7
Librarian IV	11,991	23	12,440	16
Librarian V	11,902	3	14,810	15

* From: *A Report on the Status of Women at the University of Washington*, ASUW Women's Commission, October 1970, Table 13.

TABLE 14

Average Years to Present Rank From Date of Hire, by Sex, of UCB Librarians Employed as of July 1, 1971

	WOMEN			MEN		
	Median	Mean	N	Median	Mean	N
L-II	2	1.9	(32)	1	1.5	(14)
L-III	10	11.8	(34)	6	5.7	(12)
L-IV	14	15.1	(11)	12	12.5	(8)
L-V	24	22.6	(3)	0	9.0*	(9)

*The large difference between the median and mean is due to the fact that 5 of the 9 male L-Vs were hired at that level; the remaining 4 each took over 20 years to reach that level.

TABLE 15

*Number of Years for Promotion From One Classification to the Next, by Sex, of UCB Librarians Employed as of July 1, 1971**

	WOMEN			MEN		
Promotion	Median	Mean	N	Median	Mean	N
L-I to L-II	3	3.3	(64)	2	2.3	(33)
L-II to L-III	6	8.1	(46)	4	5.2	(23)
L-III to L-IV	7	8.5	(13)	4.5	6.1	(11)
L-IV to L-V	4	3	(3)	5	5.7	(4)

* Every promotion of each UCB librarian is recorded in this table.

The slower advancement of women results from the practice of holding them at the maximum step in their classification while promoting men. As Table 16 shows, not only are proportionately more women than men held at the maximum, they are also held there for a longer period of time. For example, 17 percent of the men L-IIIs have been held at the maximum for more than one year; 35 percent or twice as many women L-IIIs are in that position. In at least one case a woman has been held at maximum for as long as 13 years; the longest any man has been held back is 4 years. At the L-IV level, the difference is even more striking: no men have been held at maximum for more than one year as compared to 36 percent of the women L-IVs—one of whom has been at maximum for 7 years.

TABLE 16

UCB Librarians at Maximum of Classifications L-III and L-IV, by Sex, for More Than One Year

	WOMEN		MEN	
	Number	% of Total in Classification	Number	% of Total in Classification
L-III	12	35%	2	17%
L-IV	4	36%	0	0%

In summary, men enter the system at a higher rank, are promoted within it at a substantially faster rate, and, as a result, are more likely to be at higher positions than their female counterparts who share the same amount of experience and have worked for the University for the same number of years.

5. *Discrimination and its economic consequences for women.* Just how greatly women suffer from the pattern of discrimination is graphically shown in Table 17 and Chart I. For every given period of service, women earn substantially less than their male counterparts. Thus, because of their sex, women find that after 19 years of employment they earn a median salary equal to that which male librarians attain in just 10-14 years service. Chart I, based on Table 17, shows how women's salaries start lower and then very rapidly level off in contrast to a steep and steady climb of the male librarians' salaries over the course of their employment.

TABLE 17

*Median Salary of UCB Librarians, by Sex and by Number of Years Employed, as of July 1, 1971**

	WOMEN		MEN	
	Median Salary	N	Median Salary	N
0 - 1	$ 8,100	8	$10,080	9
2 - 4	9,156	17	10,596	10
5 - 9	10,596	24	11,112	6
10 - 14	11,664	11	11,952	8
15 - 19	11,952	4	13,824	3
20	11,952	22	14,532	8
		86		44

* This table reflects salary levels of staff hired in as well as those promoted to these salary levels.

---------- indicates comparable salary levels of men and women in relation to number of years each must be on the staff in order to earn a given amount.

CHART I

SALARY OF UCB LIBRARIANS BY SEX AND BY NUMBER OF YEARS EMPLOYED AS OF JULY 1, 1971

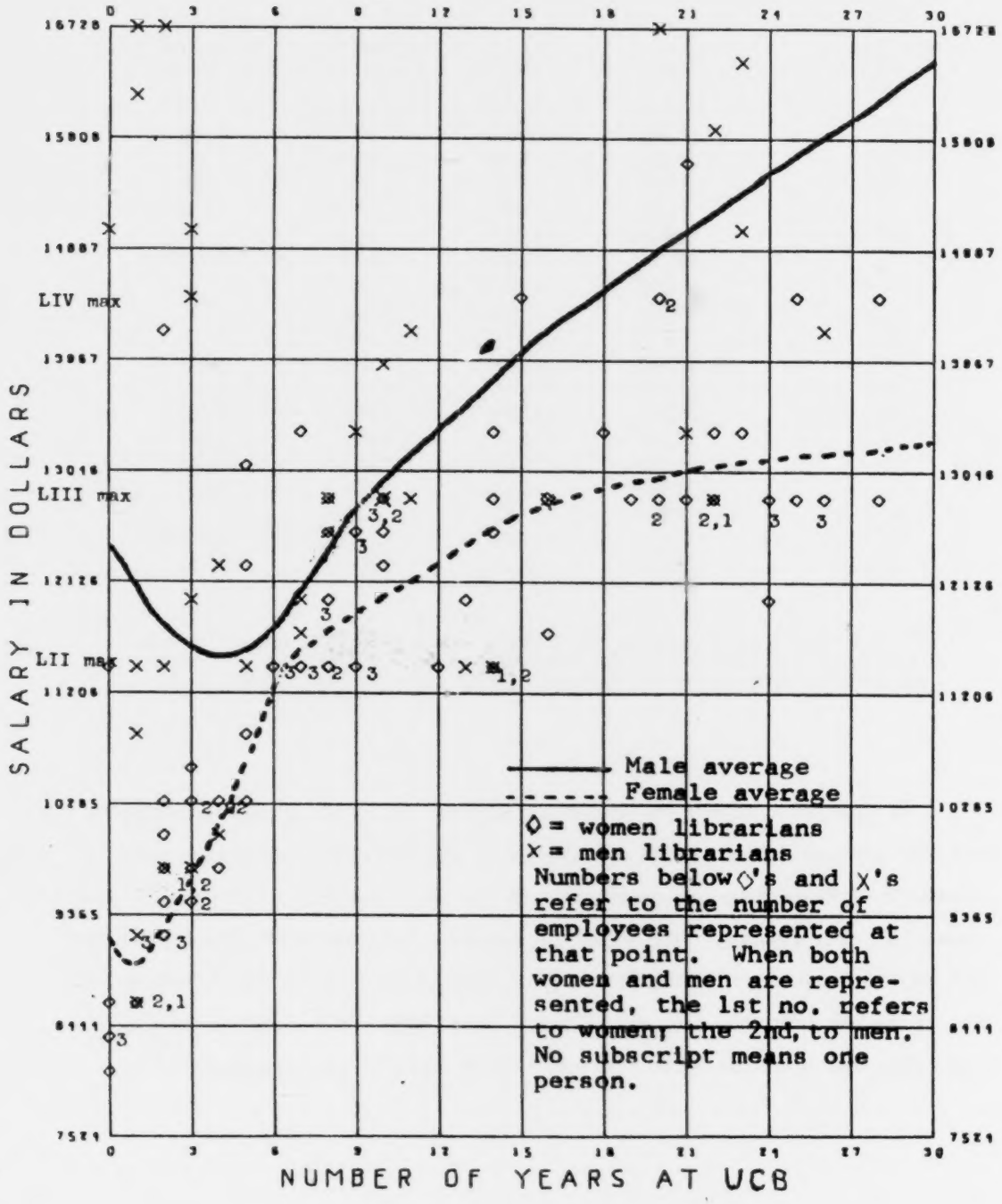
SALARY IN DOLLARS
NUMBER OF YEARS AT UCB
LIV max
LIII max
LII max
Male average
Female average
◇ = women librarians
x = men librarians
Numbers below ◇'s and x's refer to the number of employees represented at that point. When both women and men are represented, the 1st no. refers to women, the 2nd, to men. No subscript means one person.

TABLE 18

*Annual and Cumulative Salary Losses for Women Librarians, UCB**

No. of Years at UCB	Women	Men	Women's Annual Loss	Cumulative Loss—Women
1	$ 7,524	$ 7,896	$ 372	$ 372
2	7,896	8,204	408	780
3	8,304	8,724	420	1,200
4	8,724	9,156	432	1,632
5	9,156	9,612	456	2,088
6	9,612	10,080	468	2,556
7	10,080	10,596	516	3,072
8	10,596	11,112	516	3,588
9	10,596	11,664	1,068	4,656
10	11,112	11,952	840	5,496
11	11,664	12,564	900	6,396
12	11,952	13,176	1,224	7,620
13	11,952	13,824	1,872	9,492
14	11,952	13,824	1,872	11,364
15	11,952	13,824	1,872	13,236
16	11,952	14,532	2,580	15,816
17	12,564	15,300	2,736	18,552
18	13,176	16,032	2,856	21,408
19	13,824	16,728	2,904	24,312

* The above table is based on the median number of years it has taken to advance through each classification as shown in Table 15, using salaries currently in effect, 1971. It assumes a normal advancement of an entering Librarian I through the ranks over a 19-year period.

In conclusion, salaries for women are less than they are for men both year by year and over any longer period of time. Above is a table constructed to illustrate the magnitude of financial loss to women over the course of 19 years a compared to men (Table 18). For a woman hired at L-I, for example, the difference in pay between her and her male counterpart in the fifth year of employment is $456; the cumulative loss for the woman over this same period would be $2,088. Over a 19-year period, the cumulative loss would be quite substantial: over $24,000 less to women.

E. Library Assistants at UCB

Of the 208 people employed in the Library Assistant series (non-academic) at the UCB Library, as of July 1, 1971, 165, or approximately 80 percent, are women.

As in the case of professional librarians, the University discriminates against the Library Assistants, first as members of a woman's occupation and, second, as women within their occupation when compared to their male counterparts.

1. *Library Assistants compared with other selected non-academic male-typed classifications.* The economic disadvantages of Library Assistants may be seen most clearly when we consider, for example, that the Library's delivery van driver, who has been employed less than a year, makes the same salary as an LA-III, who has been employed an average of 11.2 years in the LA series. As Table 19 shows, a Mail Clerk I makes the same salary as an LA-II; a Mail Clerk II makes the salary of an LA-III. A Parking Supervisor I has the same salary range as an LA III, and the Parking Supervisor II has the same salary range as an LA-IV salary. It should be noted, however, that since its creation 3 years ago, LA-IV has been almost an unattainable category: as of July 1, 1971 only four persons had been promoted into it, in contrast to over four times as many at UCLA. No doubt in order to correct this situation, a number of recent appointments, including women have been made. The effective comparison, then, is to be seen at the LA-III level where most women LAs are dead-ended. It should be noted that although it is no longer formally required, most of the LAs have, and were expected to hold, BA degrees—in contrast to the Parking Supervisors and Mail Clerks for whom, in practice, only high school degrees are required.

TABLE 19

1971 Salary Comparison of UCB Library Assistants and Other Non-Academic Positions

	Entering	Maximum
Library Assistant I	$5,484	$ 6,672
II	6,360	7,728
III	7,368	8,952
IV	8,520	10,356
Mail Clerk (83% male—University-wide)		
I	6,360	7,728
II	7,368	8,952
Parking Supervisor I	7,368	8,952
II	8,520	10,356
III	9,852	11,976

This pattern of discrimination against the LA series is, of course, only part of the larger pattern of discrimination against non-professional, technical, and clerical personnel. For example, Principal Clerks and Principal Typist Clerks, 98 percent of whom are women (University-wide) and for whom high school graduation and 3 years experience are required, have a salary range of $505-614 per month, in comparison to the $584-710 range of a Mail Clerk II with the same education requirements! It is obvious that the Library Assistant series is one for which a pool of cheap female labor is available and, being restricted primarily to women, is grossly underpaid when compared to male-typed positions which require the same or less education and experience.

Since only 20 percent of the LAs are men and are subject to discrimination because they are in a woman's occupation, it might seem superfluous to compare the difference in status between women and men LAs. Both are badly paid, even at the effective top of the LA series, LA-III. Nevertheless, even here a pattern of two-fold discrimination against women Library Assistants emerges when promotion practices are examined.

2. *Women LAs: promotional policy.*

Tables 20, 21, 22, and 23 tell the story effectively. Women in the LA-I classification have been at the position more than twice as long as men LA-Is—3.6 years as compared to 1.5 years (Table 22). Table 23 documents their retarded advancement: nearly 11 percent of the LA-I women have been at the maximum of their classification for over one year—some of them for as long as 5 years. (At least one women, now retired, never advanced beyond the LA-I classification throughout her 14-year library career at UCB.) None of the men at the LA-I or LA-II levels have been held back in this manner.

TABLE 20

Percent of Women and Men in the UCB Library Assistant Series, as of July 1, 1971

	WOMEN		MEN	
	Percent	*N*	*Percent*	*N*
LA-I	44%	(73)	51%	(22)
LA-II	32%	(52)	19%	(8)
LA-III	23%	(37)	28%	(12)
LA-IV	1%	(3)	2%	(1)
	100%	N=165	100%	N=43

TABLE 21

Number of Employees in Each Library Assistant Classification by Sex and Number of Years at UCB, as of July 1, 1971

No. of Years at UCB	LA-I		LA-II		LA-III		LA-IV	
	Women	*Men*	*Women*	*Men*	*Women*	*Men*	*Women*	*Men*
1	40	14	13	5	3	1	—	—
2	12	5	9	1	2	3	—	—
3	12	3	6	1	—	1	—	1
4-5	3	—	7	1	3	1	—	—
6-10	6	—	9	—	10	5	1	—
11-15	—	—	3	—	7	1	1	—
16-21	—	—	5	—	10	—	—	—
22 +	—	—	—	—	2	—	1	—
TOTAL	73	22	52	8	37	12	3	1

TABLE 22

Mean Number of Years in Classification of Library Assistants Employed at UCB as of July 1, 1971

	WOMEN		MEN	
	Years	*N*	*Years*	*N*
LA-I	3.6	(73)	1.5	(22)
LA-II	7.6	(52)	1.8	(8)
LA-III	11.2	(37)	5.0	(12)
LA-IV	15.3	(3)	3.0	(1)

TABLE 23

Percentage of UCB Library Assistants at Maximum for More Than One Year, as of July 1, 1971

	% Women in Classification	% Men in Classification
LA-I	10.9*	—
LA-II	17.3**	—
LA-III	35.1***	8.3
LA-IV	—	—

* Some of these women have been at maximum for as long as five years.

** Some for as long as three years.

*** Some for as long as four years.

On the average, women LA-IIs and LA-IIIs have been at those levels for 7.6 and 11.2 years, respectively, in contrast to only 1.8 and 5.0 years for men (Table 22). As Table 23 shows, 17.3 percent of the LA-II women have remained at the maximum step for over one year, and over 35 percent of the women LA-IIIs at the maximum step at least that long—some for as long as four years. However, no male LA-II and only one male LA-III has reached a dead end.

Clearly, the men LAs are promoted far more rapidly than women: indeed, *any* man employed by the Library for six or more years is now an LA-III. In contrast, eight women have been employed by the Library for over 11 years and are still at the LA-II level.

At the LA-IV level the same discriminatory practice operates. Of the four people who were employed in this category as of July 1, 1971—one man and three women—the man had reached the LA-IV level in less than 3 years; the women, after 9, 15, and 21 years of library service.

Thus, a man who has worked for six or more years in the Berkeley campus library is 100 percent certain to become an LA-III or LA-IV. On the other hand, a woman who has worked the same amount of time has only a 58 percent chance of being an LA-III or LA-IV. Indeed, if past experience is a guide, a woman might have to work at the Berkeley Library as long as 22 years before she could be certain of reaching the LA-III classification.

What happens to the men who enter the LA series? Currently 51 percent of the men are LA-Is, as compared to only 44 percent of the women. Of the seven men who have been in the LA series more than four years only one is still at the LA-II level. Moreover, only one man in the LA series has worked in the Library for more than 10 years as compared to 29 women (Table 21). Thus, it is reasonable to assume that those men either leave early for better paying "men's" jobs, or if they choose to remain in the series for more than a few years, in addition to being promoted very rapidly, leave the series for other jobs with higher salaries as soon as they reach the top or near-top.

Women have no such alternatives—and their options are shrinking. With University budget cuts and a tight labor market, men will enjoy far less mobility in the future. There will be greater pressure for men to fill traditionally female occupations. Their entrance into these fields will be hailed as proof of affirmative action, whereas, in fact, equal opportunities for women will have declined absolutely.

F. Recommendations—Salaries, Classification and Promotion

R-1. Salaries of all women and men library employees should be immediately upgraded to parity with University male-typed jobs with comparable requirements of education and experience. (See Tables 5, 6, and 19 for possible pay schedules.)

R-2. Women whose advancement, when compared to that of men with equivalent length of service, has been retarded should be immediately reclassified to higher levels, regardless of present job responsibilities. (See Tables 14, 15, 16, 17, 21, 22, and 23, and Chart 1 for evidence of the slower rate of promotion of women as compared to men to date.)

Note: University personnel rules do not restrict the numbers employed at each rank. Compare figures at UCLA, which in the last 1½ years has nearly doubled its number of L-IVs and L-Vs. At present at UCLA there are 34 L-IVs to Berkeley's 22, and 23 L-Vs at UCLA to 14 at Berkeley. As of July 1, 1971, UCLA had more than 4 times as many LA-IVs as Berkeley.

R-3. Corrective reclassification of individual women who have been subjects of discrimination should be retroactive to 13 October 1968, the date when Executive Order 11375 became effective, or any subsequent date when the individual woman was hired—whichever date applies.

R-4. Promotion within the ranks should be in direct proportion to the numbers of currently employed male and female employees. (For librarians, this policy must be executed in conjunction with Recommendation R-6, under Section III, Hiring and Recruitment.)

R-5. For librarians, both women and men, faculty status and its attendant benefits, such as tenure, sabbatical leave, and flexible work hours—traditionally accorded faculty who are predominantly male—should be granted.

III. HIRING AND RECRUITMENT

A. Current Practices

1. *Many jobs are typed by sex,* either implicitly (e.g., typing and bill-paying are women's jobs; administrator, photographer and mail clerk are men's jobs) or explicitly (e.g., jobs requiring "heavy" weightlifting or nighttime hours are excluded for women). In the past three years, most of the administrative positions in the Berkeley campus library have been filled by men, by promotion or by recruitment from the outside (mostly the latter), far out of proportion to their numbers in the profession. As a result, women are rarely considered for "men's jobs" and vice versa.

a. *Weightlifting.* One of the main reasons for refusing to hire women, particularly women students, is that they do not have the physical strength necessary to lift and shelve heavy library materials. In fact, weightlifting requirements in most library jobs are minimal and are well within the physical capacities of most men and women. After all, women catalogers lift and shelve these very same volumes in the normal course of their work. Although on the average men are "stronger" than women, most women have more than enough strength for the variety of jobs in library work. In those instances where weights are too heavy for the average woman, they are, more often than not, too heavy for the average man.

b. *Night hours.* Several departments in the Library system refuse to hire women for night work on the grounds that their safety is not adequately protected. This policy primarily affects women student employees, many of whom are available to work only during the evening hours. Reports from many sections of the campus community—staff and students—indicate that the safety of men is inadequately safeguarded and that protective measures should be provided for all those on campus at night.

2. *At the interview stage,* a woman's personal life (marital status, husband's presumed stability in his work, number and ages of children) is weighed, whereas for a man it is not a consideration.

B. Recommendations—Hiring and Recruitment

R-6. For vacancies at the entering L-I level, women and men should be hired in

direct proportion to the percentages of women and men currently receiving MLS degrees. For vacancies at the higher classifications, women and men should be hired in direct proportion to the percentages of women and men receiving MLS degrees 10 years ago. This latter provision is made to insure that the current trend indicating the entry of men into the field in increasing numbers does not have a continuing discriminatory effect on women who have gained years of experience and are prepared to assume positions of greater responsibility.

R-7. Within the requirements specified by Recommendation R-6, any qualified woman or man should be considered a candidate for any position, regardless of its previous sex-typed bias.

R-7a. An optimum recruitment period for job openings during which the Personnel Office searches for acceptable women applicants should be established. A position may not be filled by a man until this time period has elapsed.

R-7b. Any qualified woman or man should be considered a candidate for recruitment, regardless of geographical location, marital status or number of dependents. Questions about marital status and number of dependents should be removed from the application form.

R-7c. Women should be allowed to choose jobs requiring normal lifting of library materials. A maximum weightlifting restriction should be established which applies to both women and men. When a job requires work which exceeds that restriction, it should be performed by more than one person or in teams. Additional rest periods should be provided where the work involves continuous weightlifting. An employee may refuse such a work assignment when adequate assistance is not available.

R-7d. In order that the University be a safe place to work at night for both women and men, the following measures should be taken: (1) The University should provide adequate lighting facilities in those areas of the campus that are inadequately lit. (2) No woman or man should work alone at a desk at night in out-of-the-way or unpopulated areas of campus buildings. (3) The University should provide regular bus or jitney service throughout the active evening hours, picking people up at key buildings, including the Library, and dropping people off at well-lit public transportation points. We applaud the Library's attempts to establish bus service for Library employees and its current provision for paid taxi service to the few who need it, but

feel that a campus-wide system which serves more than a few employees should be established. Regular evening bus service would permit more flexibility in the hiring of women and would give women a choice of working evening hours if they wished. Such a service would be of value to men as well. The University has vehicles not now used at night, so the cost to the University would be only for staffing and maintenance.

R-7e. Our policies of affirmative action should be advertised in all recruitment sources, e.g., correspondence, professional organizations, labor unions, women's organizations, and announcements in journals and newspapers.

R-7f. The Library Personnel Office should be authorized to suspend referral of more applicants to a Library department in which the supervisor has refused to hire one of a number of qualified applicants apparently on the basis of sex.

R-7g. Until such time as equitable proportions of women and men staff are reached, whenever a man is hired, the procedures followed in attempting to recruit women for the vacancy should be justified in writing. (See Appendix C for a sample form proposed at the University of Pittsburgh.) Such justification should be submitted to the Library Affirmative Action Coordinator, the Library Personnel Officer, and the appropriate vice-chancellor.

IV. IN-SERVICE TRAINING AND CAREER DEVELOPMENT

A. Current Practices

At present, training and evaluation are an individual matter between the supervisor and the supervised. A few departments and units have well-organized programs and highly detailed manuals of procedure. Others have little to guide new staff through the routines and provide the knowledge they need to master their jobs.

The present system for evaluating library staff allows for the greatest degree of subjectivity and tends to reinforce the dominant values in our society that favor men's work and underrate women's work, whether in the home or at the office. Evaluations often bear little relationship to either the individual or the job assessed. People who are going to be promoted (men) are given good evaluations whether or not they merit them. People who are not going to be promoted are given mediocre evaluations. Currently, librarians are rated not only on performance but on community service, publication, research, and professional association activities. At present, not enough time is provided to pursue these activities on the job.

Several campus-wide training programs are offered, as outlined in the *Staff Training Bulletin*, 1967 edition, to provide staff personnel with short courses in communication, effective listening, supervision, typing and other clerical skills. The Library In-Service Training Coordinator also conducts limited on-the-job training for selected individuals.

B. Recommendations

R-8. Each department and unit within the Library should develop training manuals, standards and in-service training programs for new and existing staff. Additional staff may be needed to support this effort. After the individual has successfully completed the probationary period, the employee should receive systematic training to provide a broad and general introduction to the functioning of the library system as a whole. Training for all employees should be available on a continuing basis and should provide necessary skills for promotions and professional development. In preparing for supervisory or management level positions,

> "A woman, like her male counterpart, must be trained by a superior who is interested in her development and shows confidence in her ability. She won't become a good manager without training any more

> than a man will. And like a man, a woman develops managerial skills when she is moved into progressively responsible positions where she can use her capabilities, where her mind is stretched to the fullest, and where she is held accountable for the results... Women should attend the same management and supervisory training programs, in and outside of the organization, as do men."[18]

R-9. On the formal level, campus-wide, in-service training should be made readily available and should include a wider range of skills, levels, and subject area. Current campus training programs are directed toward clerical skills. More emphasis should be placed on management and technical skills. The In-Service Library Training Coordinator should initiate and assist individuals in such programs, and should develop new programs and methods to meet changing needs of the staff. This Coordinator should act as consultant for units actively engaged in training employees. In order to realistically achieve these goals, adequate staff and office space should be provided.

R-10. At the Library Assistant level, the LA-I classification should be considered a training phase and not a permanent position for *any* employee.[19] Normally, promotion to LA-II should come after the first year, or within a maximum period of 18 months. Only in extenuating circumstances, such as long absence, illness, etc., should a person remain in this rank for as long as two years. At the end of this period, the employee should be promoted to LA-II and given more advanced training so that he or she is prepared for further promotion or transfer within the UC Library or other University job series.

The LA-I level should be reserved for those with minimal qualifications. New employees with advanced qualifications, such as three years or more of college education or comparable work experience should be hired at no less than LA-II.

R-11. All jobs and training programs should be monitored continuously to expand work opportunities of employees. Currently, jobs are narrowly structured, with little opportunity to move from dead-end jobs to more open-ended career positions. This fact is particularly significant for women, since they most frequently occupy these positions. Too often, the highly-motivated, achievement-oriented woman is regarded as

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18. McCord, Bird. "Identifying and developing women for management positions," *Training and Development Journal*, Vol. 25:11, November 1971, pp. 2-5.

19. As of July 1, 1971 there were 6 women and no men employed from 6-10 years at the LA-I level.

a "non-conformist," the "potential trouble-maker," the "misfit," rather than as a person of superior capability who has been forced to remain in a job below her capacity and achievement level, ". . . who may have no alternative but to withdraw, become discontented, create trouble, or adapt to a lower level of achievement."[20]

R-12. The Library system of classifications should be critically examined in order that:

(1) dead-end positions be identified and investigated. Is the person in the job unable to make progress, or is the nature of the work such that the incumbent is bogged down in narrow, repetitive, mind-dulling work that offers little money, status, or advancement opportunity?

(2) more open-ended, independent positions be created to allow individuals to move more easily to higher levels of performance and classification as their knowledge, skills, and expertise increase.

(3) a scheme of position-rotation be considered so that librarians may change positions with other librarians throughout the General Library system; library technicians within a technician group—to increase general knowledge, effectiveness on the job, exposure to decision-making and planning for all members of the library staff, decrease parochialism, and most important for women: to increase their promotability. Position rotation should be considered part of a comprehensive in-service training program.

(4) problem-oriented work teams be created to include the special skills of people in a variety of grades and classifications. Women on all levels should be represented on these teams and on library committees in proportion to their numbers in the library system.

(5) part-time work for women and men be encouraged on a career basis. Individuals may move in and out of this category as their positions and individual needs require and permit. Part-time work may allow persons with a family or with substantial outside obligations to continue in their positions and to contribute significantly to the Library.

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20. McCord, *op. cit.*

V. EDUCATIONAL OPPORTUNITIES

On August 26, 1970, Robert L. Johnson, University Vice President for Administration analyzed very clearly the discrimination women face in employment and pay:

> "We recognize that many women are discriminated against in employment and pay, that *from an early age they are frequently taught to curb their exploratory and intellectual aspirations, and are often counseled against entering some fields of study or work.* While women compose about 40% of the national work force, they are under-represented in top-level positions and over-represented in clerical positions. These inequities are caused by many factors: traditional stereotyping of 'women's work'; lack of recognition of the true economic responsibilities of women as heads of households, economic partners in marriage or self-supporters; and myths about women's work performance such as high turnover or excessive absenteeism... The University...pledges affirmative action to provide equal opporunity to women within the University of California."[21]

One of the important areas in which the University can fulfill its pledge—and, as an institution of higher learning is in a unique position to do so—is that of education. To correct the inequities in educational opportunities, we recommend the following:

R-13. The Library's Affirmative Action Coordinator should canvass all women now working in the Library to determine whether other jobs or fields of study are of interest to them. Women who express such interest should be encouraged to pursue it through in-service training, off-campus training, or regular University courses up to 6 credit hours per week or two courses per quarter. This would call for a revision of Personnel Rule 19, which at present allows for job-related courses only. For example, a typist interested in computer programming should be encouraged to take courses in the University's Department of Computer Science, whether or not such courses pertain to her immediate job.

R-14. All courses offered at the University should be available to career employees, tuition-free.

R-15. The Library Personnel Office should recruit women currently on the staff who are interested in higher-level positions and provide the educational opportunities necessary to qualify for them.

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21. *University Bulletin*, 20 (9):45, November 15, 1971. (Emphasis ours.)

R-16. The Graduate Division should drop its minimum requirement of 8 units and permit employees qualified for enrollment in a graduate program to take one course for credit per quarter.

R-17. Job security in one's present position should be assured for any Library career employee who has not yet found a position commensurate with her or his newly-completed training.

VI. PARENTAL LEAVE AND CHILD CARE

The United Nations General Assembly in 1967 made the following declaration:

> "In order to prevent discrimination against women on account of marriage or maternity and to ensure their effective right to work, measures shall be taken to . . . provide paid maternity leave, with the guarantee of returning to former employment and to provide the necessary social services, including child care facilities."[22]

A. Parental Leave

R-18. In order to minimize the difficulties women often face in having to choose between motherhood and a career, and to recognize the importance of and encourage the participation by the father in infant care, we recommend that the University provide maternity and paternity leave.

A maximum number of days for such leave should be established, all or portions of which would be leave with pay, depending on length of employment. If more were needed, the employee may use sick leave or vacation leave, whichever is appropriate. An adopting parent or single parent should be eligible for such leave. The employee may return to work at the former rank, without loss of seniority.

Possible plans to consider are:

(1) Six weeks parental leave, paid on a pro-rated basis depending on length of service. Doctors generally recommend this length of time for normal recuperation for mothers and acknowledge that the presence of fathers during this time is beneficial.

(2) Leave with pay up to 30 calendar days in any calendar year. Precedance for the feasibility of this plan has been established in that the University grants this amount to male employees "who, as members of the National Guard, or Navy, Army or Air Force Reserve Corps, are ordered to duty." (See Personnel Rule 15.1.)

B. Child Care

Many problems of parents can be attributed to inadequate child-care facilities. The care of young children in our society is almost the exclusive responsibility of the mother. Thus, working mothers, as well as those who would seek employment given decent child-care

22. U.N. General Assembly. *Official Records*, 22d Session. Annex, Agenda Item 53, Article 10, Point 2, November 7, 1967, p. 9.

alternatives, (1) must leave their children in expensive day care centers they cannot readily afford, or (2) must leave their children in poorly equipped, understaffed, or unlicensed day care centers. Also, they must often travel to out-of-the-way places to leave the child and must pay substandard wages for private child care because of their own low salaries or earning potential.

R-19. Because of these conditions, and to maximize the opportunity to fulfill both motherhood and career aspirations, we recommend that the University provide child-care facilities for use by staff, faculty, and students, who would pay fees on a sliding scale according to income.

Child-care facilities are for the benefit of the child as well as the parent. Therefore, such facilities must provide quality (not custodial) child care and should be parent/teacher-controlled.

VII. SHORTER WORK WEEK

R-20. We recommend a standard 35-hour work-week at 40-hours-per-week pay for all full-time employees.

The 40-hour week, years ago abandoned by most East-coast employers and many in this area, is especially taxing on women with families. In addition to being relegated to the lowest-paying jobs, women devote another 20 to 30 hours per week at home cooking, cleaning, and caring for the family.

Within the context of a 35-hour week, many flexible arrangements for work schedules are possible. If instituted on a University-wide or Library-wide basis, the 40-hour/4-day week—while preferable to the 40-hour/5-day week for many individuals—would undermine the present 8-hour-day standard, which took labor decades to win, and would jeopardize the present over-time premium pay provisions in federal and state laws.

VIII. IMPLEMENTATION OF AN AFFIRMATIVE ACTION PROGRAM

A. Affirmative Action Coordinator

To help implement an affirmative action program adopted by the Library we recommend the following:

R-21. A full-time Library Affirmative Action Coordinator should be appointed by the Chancellor's Office. The appointment should be based on the recommendations of a committee elected by the Library staff. The appointment should be made by the Chancellor's Office, and not by the Librarian's Office, for two reasons: (1) in order that there be no conflict of interest, and (2) in order that the Coordinator be free to explore and make recommendations concerning other departments' policies insofar as they affect Library policy.

A full-time appointment is warranted by the large numbers of people employed by the Library (approximately 850, including students) and should be hired at the Assistant University Librarian level to provide leverage and salary commensurate with her or his responsibilities.

R-22. The Coordinator should be a person who is actively committed to equal opportunity for all women and men, preferably one who has come to this commitment through personal experience.

R-23. The Coordinator's office should be physically located in the Main Library, with sufficient staff, space and budget to carry out the functions of that office.

R-24. The Coordinator's functions should include:

(1) gathering data needed to oversee implementation;

(2) preparing periodic reports for the staff, the University Librarian and the Chancellor's Office, detailing the degree of progress achieved (see Appendices C and D for sample forms designed for this purpose);

(3) updating the program as conditions change;

(4) serving as ombudsman by counseling individuals, by processing complaints of individuals or groups through appropriate channels, and by initiating complaints in the absence of an individual or group complaint;

(5) assisting individuals in planning for and obtaining further education through

University courses and training programs (see Recommendations under Section V, Educational Opportunities);

(6) initiating and supporting research and programs on the status of women in the Berkeley Campus Library.

(7) evaluating the effectiveness of University grievance procedures and recommending changes as needed;

(8) assisting department heads and supervisors in setting and carrying out compliance goals.

B. An Additional Library Personnel Officer

R-25. The Affirmative Action Program will be implemented in large part through greater initiative and activity of the Personnel Office. Therefore, we recommend that an additional Personnel Officer be appointed to the Library. The new Personnel Officer should be appointed to handle the academic staff only. He or she should be a librarian at the Assistant University Librarian level, responsible for implementing the AAP goals for librarians. The incumbent Personnel Officer would then be free to carry out the same comprehensive affirmative action for the non-academic library staff.

C. Grievance Procedure

R-26. We further recommend that in instances where the complaints of an individual or group are not resolved satisfactorily within the framework of the University's grievance procedure or through the efforts of the Affirmative Action Coordinator that the individual or group be able to take the complaint before a special review board composed of community citizens mutually agreed upon by both the complainant(s) and the University.

D. A Time Table to Achieve Affirmative Action

The AAPWC has prepared a list of recommendations for affirmative action and has been asked to prepare a time table to implement them.

1. *Librarians*

a. Begin now to achieve a ratio of two women to one man in each rank from L-I to L-V and above as openings arise. For example,

	WOMEN		MEN	
	July 1971	Goal	July 1971	Goal
Librarian V	4	9	9	4
Librarian IV	12	14	10	8
Librarian III	34	30	11	15
Librarian II	36	33	14	17
Librarian I	5	4	1	2

b. By July 1972, increase the absolute number of Librarians IV, V, and above equal to those on the library staff at UCLA. Establish a two-to-one ratio in these levels and at lower levels as vacancies appear.

c. By 1975, establish a male-female librarian ratio proportionate to the number of MLS graduates in 1965 for L-III levels and above. For L-I and L-II levels, hire in proportion to those currently graduating from library schools in the United States.

2. *Library Assistants*

a. All LA-Is in that position for 12 months or more be promoted automatically to LA-IIs by July 1972.

b. By July 1972, increase the number of LA-IIIs and LA-IVs equal to those on the library staff at UCLA. UCLA has over 20 LA-IVs compared to 9 LA-IVs at UCB. Promote LA-IIs into openings thus created.

3. *Library Staff*

Begin now to provide equal pay for equal work based on similar qualifications and education in previously sex-typed classifications, including that of Library Assistants.

It may be argued that these proposals are too costly, especially during the current budget squeeze. That is a convenient rationalization for those who wish to do nothing about them. In fact, to realize most of the goals requires little more than a minor change in policy and/or attitude. Thus, the time table is clear: implement the recommendations now. Some will require months, in some cases, several years, to implement fully. However, the first steps may be taken as soon as the recommendations have been accepted as affirmative action policy.

If the University and the Library are serious about the priority status of affirmative action for women, no time should be lost in the effort to implement our proposed program.

The Affirmative Action Coordinator should establish reasonable target dates to implement recommendations concerning promotions, hiring and reclassification, so that equal opportunity is reflected in substance as well as in the statistics on women and men in the librarian and non-professional positions at the UCB Library. Beginning in March 1972, the Affirmative Action Coordinator should issue monthly reports detailing the specific steps that have been taken to achieve these goals, and describing plans to accelerate the progress toward "equal opportunity" for women at the UCB Library. These reports should be made available to the library staff and to appropriate university officials.

IX. SUMMARY OF RECOMMENDATIONS FOR AFFIRMATIVE ACTION[23]

Salaries, Classification and Promotion

R-1. Salaries of all women and men library employees should be immediately upgraded to parity with University male-typed jobs with comparable requirements of education and experience.

R-2. Women whose advancement has been retarded when compared to that of men with equivalent length of service should be immediately reclassified to higher levels, regardless of present job responsibilities.

R-3. Corrective reclassification of individual women who have been subjects of discrimination should be retroactive to 13 October 1968, the date when Executive Order 11375 became effective, or any subsequent date when the individual woman was hired—whichever date applies.

R-4. Promotion within the ranks should be in direct proportion to the numbers of currently employed male and female staff. (For librarians, this policy must be executed in conjunction with Recommendation R-6.)

R-5. For librarians, both women and men, faculty status and its attendant benefits, such as tenure, sabbatical leave and flexible work hours—traditionally accorded faculty who are predominantly male—should be granted.

Hiring and Recruitment

R-6. For vacancies at the entering L-I level, women and men should be hired in direct proportion to the percentages of women and men currently receiving MLS degrees. For vacancies at the higher classifications, women and men should be hired in direct proportion to the percentages of women and men receiving MLS degrees 10 years ago.

R-7. Within the requirements specified by Recommendation R-6, any qualified woman or man should be considered a candidate for any position, regardless of its previous sex-typed bias.

R-7a. An optimum recruitment period for job openings during which the Personnel Office searches for acceptable women applicants should be established. A position may not be filled by a man until this time period has elapsed.

R-7b. Any qualified woman or man should be considered a candidate for recruitment, regardless of geographical location, marital status or number of dependents. Questions about marital status and number of dependents should be removed from the application form.

R-7c. Women should be allowed to choose jobs requiring normal lifting of library materials. A maximum weightlifting restriction should be established which applies to both women and men. When a job requires work which exceeds that

23. The full text of each of these recommendations may be found in the relevant section of this report.

restriction, it should be performed by more than one person. Additional rest periods should be provided where the work involves continuous weightlifting. An employee may refuse such a work assignment when adequate assistance is not available.

R-7d. The following measures should be taken to protect the physical safety of women and men working on the campus at night: (1) The University should provide adequate lighting facilities in those areas of the campus that are inadequately lit. (2) No woman or man should work alone at a desk at night in out-of-the-way or unpopulated campus buildings. (3) The University should provide campus-wide bus or jitney service throughout the active evening hours, dropping people off at well-lit public transportation points.

R-7e. Our policies of affirmative action should be advertised in all recruitment sources, e.g., correspondence, professional organizations, labor unions, women's organizations, and announcements in journals and newspapers.

R-7f. The Library Personnel Office should be authorized to suspend referral of more applicants to a Library department in which the supervisor has refused to hire one of a number of qualified applicants apparently on the basis of sex.

R-7g. Until such time as equitable proportions of women and men staff are reached, whenever a man is hired, the procedures followed in attempting to recruit women for the vacancy should be justified in writing. Such justification should be submitted to the Library Affirmative Action Coordinator, the Library Personnel Officer, and the appropriate vice-chancellor.

In-Service Training and Career Advancement

R-8. Each department and unit within the Library should develop training manuals, standards and in-service training programs for new and existing staff, with the goal of insuring fair and impartial evaluations during the probationary period and of developing skills necessary for promotion thereafter.

R-9. Campus-wide in-service training should be made readily available and should include a wider range of skills, levels and subjects. More emphasis should be placed on managerial and technical skills.

R-10. The Library Assistant I level should be considered a training phase and not a permanent position.

R-11. All jobs and training programs should be monitored continously to expand work opportunities.

R-12. The Library system of classifications should be critically examined in order that: (1) dead-end positions be identified and investigated; (2) more open-ended positions be created to allow individuals to move more easily to higher levels of performance and classification as their knowledge, skills and expertise increase; (3) a scheme of position-rotation be considered so that librarians may change positions with other librarians throughout the General Library system; library technicians within a technician group to increase general knowledge, effectiveness on the job, exposure to decision-making and planning, to decrease parochialism, and to increase the promotability of women; (4) problem-oriented work teams be created to include the special skills of people in a variety of grades and classifications; and (5) part-time work for women and men be encouraged on a career basis.

Educational Opportunities

R-13. The Library's Affirmative Action Coordinator should canvass all women now working in the Library to determine whether other jobs or fields of study are of interest to them. Women who express such interest should be encouraged to pursue it through in-service training, off-campus training, or regular University courses up to 6 credit hours per week or up to two courses per quarter. This plan would call for a revision of Personnel Rule 19, which at present allows for job-related courses only.

R-14. All courses offered at the University should be available to career employees tuition-free.

R-15. The Library Personnel Office should recruit women currently on the staff who are interested in higher-level positions within the Library and should provide the educational opportunities necessary to qualify for them.

R-16. The Graduate Division should drop its minimum requirement of 8 units and permit employees qualified for enrollment in a graduate program to take one course for credit per quarter.

R-17. Job security in one's present position should be assured for any Library career employee who has not yet found a position commensurate with her or his newly-completed training.

Parental Leave and Child Care

R-18. The University should provide parental leave, all or portions of which would be leave with pay, depending on length of employment.

R-19. The University should provide quality child-care facilities, parent/teacher-controlled, for use by staff, faculty and students, who would pay fees on a sliding scale according to income.

Shorter Work Week

R-20. A standard 35-hour work-week at 40-hours-per-week pay for full-time employees should be adopted.

Implementation of an Affirmative Action Program

R-21. A full-time Library Affirmative Action Coordinator should be appointed by the Chancellor's Office, based on the recommendations of a committee elected by the Library staff.

R-22. The Coordinator should be a person who is actively committed to equal opportunity for all women and men, preferably one who has come to this commitment through personal experience.

R-23. The Coordinator's Office should be physically located in the Main Library, with sufficient staff, space and budget to carry out the functions of that office.

R-24. The Coordinator's functions should include: gathering data needed to oversee implementation; preparing periodic reports for the staff, University Librarian and Chancellor's Office, detailing the degree of progress achieved; updating the program as

conditions change; serving as ombudsman by counselling individuals, initiating and/or processing complaints; assisting individuals in planning for and obtaining further education through University courses and training programs; initiating and supporting research and programs on the status of women in the Berkeley campus library; evaluating the effectiveness of University grievance procedures and recommending changes as needed; assisting department heads and supervisors in setting and carrying out compliance goals.

R-25. An additional Library Personnel Officer should be appointed.

R-26. In instances where the complaints of an individual or group are not resolved satisfactorily within the framework of the University's grievance procedure or through the efforts of the Affirmative Action Coordinator, the individual or group should be able to take the complaint before a special review board composed of community citizens mutually agreed upon by both the complainant(s) and the University.

APPENDIX A

The AAPWC: A Summary of Its Composition and Activities

In early August 1971 the Library administration held an open meeting to which all interested staff were invited to present their ideas for the development of the Library's affirmative action program for women. The outcome of that meeting was (1) the formation of a nominating committee which in turn would canvass the staff and appoint the final committee; and (2) the establishment of guidelines for the composition and work of the committee. In accordance with those guidelines, the nine committee members appointed represented male and female non-administrative staff; professional and technical personnel; various ethnic backgrounds, points of view, age ranges, lengths of service in the Library; both Main Library and branch staff; both technical and public services.

In September, the one male member of the Committee, Kenneth Legg, resigned for personal reasons, and although the Committee searched widely, it was unable to recruit another man. His position was filled by Evelyn Kiresen.

From the beginning, the Committee held two meetings a week, one of which was open to all staff. To keep the staff informed of its actions, the Committee deposited the minutes of its meetings at the General Reference desk and on occasion published announcements in *CU News.*

As a working arrangement, the Committee members divided the subject matter into its varied aspects: salaries, classification, promotion, hiring, recruitment, etc. We analyzed raw data, heard testimony from individual staff members, consulted publications and persons knowledgeable in the subject of affirmative action. We generated the statistical comparisons used in this report from biographical data supplied by the Personnel Office in the form of separate sheets of paper for each employee, containing these details: date of hire, degrees held, rank at date of hire, progression through the ranks with dates, and present rank with dates of progression through the steps.[1]

The Committee took action on two problems: (1) A delegation from the Committee met with Chancellor Bowker and Vice-Chancellor Kerley in September in connection with the procedures followed in searching for a new University Librarian. (2) The Committee responded to a complaint by some staff members concerning hiring standards for women students.

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1. For other kinds of comparisons, see Schiller, A. *Characteristics of Professional Personnel in College and University Libraries.* (Listed in Bibliography.)

APPENDIX B

A L A / S R R T TASK FORCE
ON THE
STATUS OF WOMEN IN LIBRARIANSHIP

NEWSLETTER

Number 3, April 1971

ed. Linda Robson

Results of the ALA salary survey appear in the April issue of American Libraries. These figures disclose the salary inequities of ALA personal members only --not those of the entire profession. The salaries are those of people who can afford ALA dues and benefit from ALA activities; 44.5% of all respondents are department heads or higher. Whole classes of people are left out: non-professionals and others who make less than $6500 a year, and most non-supervisory professional librarians. This leaves only the top of the work pyramid to be surveyed.

FULL-TIME SALARY DISTRIBUTION BY SEX

A L A PERSONAL MEMBERS, 1970

	Salary Men	Salary Women	Women's Salary as % of men's	# of men respondents	# of women respondents
Mean salary	$14,471	$10,874	75%	2778	9030
5th percentile	8,250	6,700	87	n.a.	n.a.
25th percentile	10,300	8,736	82	n.a.	n.a.
50th percentile (median)	13,500	10,400	77	n.a.	n.a.
75th percentile	17,200	12,600	73	n.a.	n.a.
95th percentile	24,500	16,620	67	n.a.	n.a.
Highest degree	mean	mean			
Ph.D.	$18,649	$15,492	77%	298	111
M.A. & M.L.S.	13,862	11,983	86	273	332
M.L.S.	13,403	10,812	80	1907	4914
Below master's	9,420	7,814	83	78	1155
Job level					
Head Librarian	$16,963	$12,019	71%	1023	1752
Asst. head	14,900	11,318	75	282	584
Dept. head	13,228	11,443	86	442	1424
Non-supervisory	12,382	10,239	82	387	1100
General responsibility (small library)	12,639	9,713	76	271	2108

The ratio of men to women increases at each step upward, and presumably decreases at the unexamined base of the pyramid. More than three times as many women as men responded to the survey. 35% of the women (3,208) and 23% of the men (658) are in non-supervisory or small library positions. 19% of the women respondents (1752) are head librarians; 36% (1023) of the men are.

The mean salary of men and women at each level is revealing. The difference may explain much of the purported scarcity of qualified women who want to advance in administrative responsibility. With men earning around half again as much as women

UNIVERSITY OF PITTSBURGH ATTACHMENT A

EQUAL OPPORTUNITY AFFIRMATIVE ACTION PROGRAM

PITT - XXXX Faculty Selection Monitoring Record

INSTRUCTIONS

1. This action is required as a part of the University's affirmative action program pursuant to federal regulations. This record must be completed and signed for all faculty personnel actions which involve new appointments and terminations and forwarded with Personnel Forms Pitt 1519/1520 (See SPI)

2. Use the following codes for sex and race:

M - Male F - Female

1.- Negro 2.- Oriental 3.- American Indian 4.- Spanish American 5.- All Others

EMPLOYEE DATA

DATE ISSUED			
IAL SECURITY NO.	LAST NAME FIRST INITIAL	UNIV. PHONE EXT.	
DEL, DIVISION DEPT.	DEPT. NO. CODE	SEX CODE	RACE CODE
ED TION TITLE	For Provost Faculty Record Use only		
	CLASS CODE NO. OR FACULTY CATEGORY TITLE		

HECK ONE APPOINTMENT ☐ TERMINATION ☐

If the employee involved is neither a woman nor a member of a minority group, a description of the recruiting and selection process is necessary to establish that the process was in compliance with Equal Opportunity Policies. For new appointments, explain the basis for the action taken. (An entry in this section is required for termination.)

DRAFT

Signature

(Dept. Administrator)

Form Distribution: Copy 1 - Dept. Administrator
2 - Provost Faculty Record
3 - Director, EEO Programs

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Use Reverse Side If Additional Space Needed

APPENDIX D

Worksheet for statistical data-- Librarians, Library assistants, and other classifications in the Library System.

Individual identification #_____ Campus: UCB— UCD — UCLA — UCI — UCSD —UCR — UCSF — UCSB — UCSC —

M __ F __ Ethnic identity ~~(code)~~

Age: ____ Date hired: _____ Classification and step hired at:

Librarian I __ Librarian II ___ Librarian III ___ Librarian IV ___ Librarian V ___
Assistant Librarian ___ Associate Librarian ___ University Librarian ___

Library AssistantI___ Library Assistant II ___ Library Assistant III ___ Library Assistant IV ___

Secretary I __ Secretary II ___ Secretary III ___ Stenographer I ___ Stenographer II ___ Stenographer III ___ Personnel Assistant I __ Personnel Assistant II __ Personnel Asst. III __ Personnel Officer I __ Personnel Officer II ___ Personnel Officer III ___
EDP Analyst I __ EDP Analyst II __ Systems Analyst III __ Business Manager I __
Coordinator___ Other: _____ ~~code~~

EDUCATION: H.S. degree_____ B.A. __ B.S. ___ Subject field: _____
Other undergrad. degree_____ MLS ___ MA in _____ ~~code~~
PhD. ____ in _____ ~~code~~.

LANGUAGES: Fr. __ Sp. __ Ger. __ Russ. __ Chinese __ Japanese __ Other _____ ~~code~~

Specialization: _____ ~~code~~

Other special skills: Computer tech. or programming _____ Other _____ ~~code~~.

EXPERIENCE AT TIME OF HIRING:

Previous work in field: Cat. __ Ref. __ Bibliog. __ Admin. ___ Business ____
Subject specialist, field: _____ ~~code~~
Years of experience: 1-3 __ 3-6 __ 7-10 __ 11-15 ___
Non-library experience: _____ ~~code~~ _____
Years of non-library experience: 1-3__ 4-6 __ 7-10 __

CAREER AT UC:

In-service training program _____ Continuing education: courses taken:

____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____
Subject or field program: _____ _____
Conferences attended: _____ _____ _____ _____
Workshops: _____ _____ _____ _____
Spec. seminars etc. _____ _____ _____ _____
Language skills developed : _____
Secretarial and business skills developed _____ _____ _____
Other: _____ _____ _____ _____

MERIT INCREMENTS: Average &increment 2½__ 5** 7½ __ Other ___

Year: 1972 __ 73 __ 74__ 75__ 76 __ 77 _78 __ 79__ 80__81__82__83__84__85__86__87__
&%

PROMOTION(S):
year & % _____ ____ _____ ____ _____ ____

AT TOP OF RANK: ____ year(s) at _____ classification
____ years(s) at _____

RECLASSIFICATION:
Year & % _____ __ _____ ____

DEMOTION
Year & % _____ __

TRANSFER from _____ to _____

RETIREMENT _____

TERMINATION _____ Reason: _____
code

Interruption in service at UC

Year(s) _____ _____ Amt. of time away: _____ Reason: _____

_____

Year(s) _____ _____ Amt. of time away: _____ Reason: _____

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